

**Executive Committee
August 19, 2014, 10 a.m.
MEETING MINUTES**

**Emergency Medical Services Regulatory Board
University Park Plaza, Conference Room A
(See address above.)**

Prepared by Melody Nagy on August 28, 2014
Approved by Kelly Spratt on October 9, 2014
Approved by Executive Committee on February 19, 2015

Attended: Kelly Spratt, Chair, J.B. Guiton, Vice Chair (by phone); Paula Fink-Kocken, M.D., At Large; Pamela Biladeau, Executive Director; Greg Schaefer, AAG

Agenda Item No.	Attachment	Topic	Information Discussion Decision	Person Responsible
1.		Call to Order Mr. Spratt called the meeting to order at 10:15 a.m.	Information	Kelly Spratt
2.	H	Approval of Agenda Agenda approved by consensus.	Decision	Kelly Spratt
3.	H	Approval of Minutes EC minutes <u>Dr. Fink-Kocken moved approval of the Executive Committee minutes from April 17, 2014. Mr. Spratt seconded. Motion carried.</u> Board Minutes <u>Dr. Fink-Kocken moved approval of the Board minutes from July 17, 2014. Mr. Spratt seconded. Motion carried.</u> <u>Next Steps: July 17, 2014, minutes should be included on the consent agenda for the Board meeting on September 5, 2014.</u>	Decision	Kelly Spratt
4.		Chair Report Vacancies for the Executive Committee Mr. Spratt said that we want to consolidate the finance and legislative committee into the EC. This is not meant to circumvent Board member participation. This is meant to streamline the process and assure efficiency of staff time. The Secretary/treasurer position needs to be filled. We would need to change the Internal Operating Procedures (IOP) to define the position.	Information	Kelly Spratt

"To protect the public's health and safety through regulation and support of the EMS system."

		<p>Mr. Spratt suggested adding this to the consent agenda for the next Board meeting.</p> <p><u>Community Paramedic Workgroup</u></p> <p>Mr. Spratt said that he wanted to discuss the Community Paramedic workgroup. The task was to have a deliverable by the September Board meeting. That will need to be delayed and we will need to follow up with Dr. Wilcox.</p> <p>Mr. Spratt asked for immediate concerns. Ms. Biladeau notwithstanding the benefits of this certification level there are concerns from a staff perspective. This is a new standard and is outside the scope of our usual 911 emergency response settings, processes and complaint reviews. This program was not funded with the additional staff for this new education program and certification level.</p> <p>Dr. Fink-Kocken repeated the statute for CP. It charges the EMSRB with review of disciplinary issues.</p> <p>Mr. Spratt said that the charge of the workgroup was outlined in a motion approved by the Board at their January 16, 2014 meeting. <u>(To approve, in the absence of a national standard, the EMSRB in collaboration with industry leaders, will establish an ad hoc workgroup to recommend to the Board accreditation standards for CP education programs.)</u></p> <p>Mr. Spratt offered to discuss this charge with Dr. Wilcox and move forward based on this discussion.</p>		
5.	H	<p>Executive Director's Report</p> <p>Executive Director Biladeau provided a power point presentation for the FY 16 – 17 Biennial Budget.</p> <p>Mr. Spratt asked about first time pass rates. Have we seen a difference in the number of fails? Ms. Biladeau said that the education standard transition has changed the deadlines for some programs and data collection may not be comparable to the previous years. She said that 33 programs do not have pass rates.</p> <p>Mr. Spratt asked about the value added for ambulance inspections. A larger concern is oversight of the education programs that train the personnel who provide the care.</p> <p>Mr. Spratt said that larger services have quality assurance in place. It becomes a trust and verify inspection. Ms. Biladeau said it would be helpful to discuss the risk factors that may lead to non-compliance.</p> <p>We need to coordinate with MDH to look at patient outcomes. Mr. Spratt said that the large ambulance services provide the data; we need to receive the outcome data. The value added</p>	Decision/ Information	Pamela Biladeau

		<p>would be the outcome.</p> <p>Ms. Biladeau said that staff appreciates the Board’s input in determining:</p> <ul style="list-style-type: none"> • What has changed? • What are the risk factors? <p>Ms. Biladeau asked if the Board would support the increases to address naturally occurring operational increases and a flat base funding budget—the only area we have to absorb these increases is from personnel.</p> <p>Mr. Spratt said that he wanted to talk to the physicians on the Board regarding the value of a staff position for a medical director.</p> <p>Mr. Spratt said that he is in full support of the recommendation for civil penalties for CRP.</p> <p>Mr. Guiton said that he looked at fees for Board of Firefighting training. Full time firefighters are charged \$75 for three years.</p> <p>Dr. Fink-Kocken asked what bordering states charge. Ms. Biladeau said that she is conducting research for this information.</p> <p>He said it would not be out of line to charge \$75 for certification. Mr. Spratt said that it is critical to stay away from charging fees to volunteers.</p> <p>Mr. Guiton said that \$50 to \$75 would not be out of line and most employers would cover this cost.</p> <p>Mr. Spratt said that any new fee will create a stir. This could be implemented over time.</p> <p>Questions to be considered:</p> <ul style="list-style-type: none"> • What is the value of the fees to the ambulance services? • Inspection process changes. <p>Mr. Schaefer said all the other boards have civil penalties. Fines are determined by the level of seriousness to the public.</p> <p>Mr. Guiton said that he agrees with this discussion. He suggested looking at the Texas website for renewal fees and penalties.</p> <p>Mr. Spratt said that if the EMSRB wants to have civil penalties that would need to be a statute change. Mr. Schaefer has the statutory language used by the other boards.</p>		
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	<p>Mr. Spratt asked if this should be discussed at the September Board meeting. It was suggested that draft legislation to add civil penalties be developed and that we are considering charging fees for EMS personnel certification.</p> <p>Mr. Guiton said that we need to include information on how this protects the public. We are not trying to close ambulance services.</p> <p>Ms. Biladeau suggested incremental fees that cover the costs of providing public trust in a professional certification.</p> <p>Mr. Spratt said that at the September Board meeting we will introduce this topic and provide summary information for a legislative recommendation.</p> <p>Mr. Guiton commented that the lack of volunteers is critical.</p> <p>5 minute break</p> <p>Ms. Biladeau reported on the following items from her Executive Director's report.</p> <ul style="list-style-type: none"> • Health licensing position will need to be reposted. • New Board member orientation will be held on August 27, 2014 at the EMSRB office. • HPSP will be requesting increases for next year. • EMS Regional Program ends June 30, 2015 and will require posting a Request for Proposal with the Registrar. • We need to write EMS Regional Program contracts for the VTR funds remaining; we are awaiting the final budget closeout from Administrative Services Unit. <p>Mr. Spratt suggested that we should have parallel tracks for regional programs and data legislation. We need a way to deal with the regional programs and data more effectively.</p> <p>Mr. Spratt asked if there are specific measurable objectives that need to be accomplished by the EMSRB that the regions can partner with us to accomplish. What is the value added. What results are we achieving?</p> <p>Ms. Biladeau said that we receive \$30,000 for administrative fees for the support grant which goes to ASU to cover costs for processing payments. We receive \$0 for administrative fees from seatbelt grant.</p> <p>Mr. Spratt said that we want a specific proposal to achieve the goals. Mr. Spratt said that a phased in approach is the way to go. We do not want a legislative storm.</p>		
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	<p>Ms. Biladeau said that there was a CRP discussion of background checks. This would be a time commitment. We reviewed over 900 “yes” disclosures last year. Other boards charge \$75 for background checks. Mr. Spratt said that if there is a direct cost for background check that should be passed on.</p>		
6.	<p>Legislative Committee Report</p> <p>Mr. Spratt asked if there is anything new to report. Mr. Guiton said that he will be having additional discussions and report at the next meeting.</p> <p>Mr. Spratt said that Dr. Thomas sent an e-mail yesterday to discuss MDSAC. What is the purpose of MDSAC? MDSAC does not need to meet for the sake of meeting. There is a proposal for MDSAC to meet before the next Board meeting.</p> <p>EC Committee members provided the following points:</p> <ul style="list-style-type: none"> • Physicians bring great benefit and we rest critical decisions on their licensing. • We have physician input on the Board. • We want to have an annual meeting. • This could be an ad-hoc committee. • Public input is beneficial and great decisions have come from MDSAC. <p>Ms. Biladeau said that it was agreed upon at a Board meeting that staff support would not be provided at committee meetings. Do minutes need to be recorded?</p> <p>Ms. Rapacki said that this is not a decision making body. The Board makes the final decisions.</p> <p>Mr. Schaefer said that assigned committees must follow open meeting law. Mr. Schaefer said that scheduled meetings need to be posted.</p> <p>Ms. Rapacki said that committees were given templates and formats to use. There may not be staff support available.</p> <p>Ms. Rapacki asked if there should be an IOP change.</p> <p>Mr. Schaefer suggested a journal entry of the discussion of the final recommendation as a public record.</p> <p>Mr. Spratt said that the discussion for MDSAC needs more consideration. Mr. Spratt said that he will call Dr. Thomas.</p>	Information	J.B. Guiton
7.	<p>New Business</p> <p>None.</p>	Information	Kelly Spratt
8.	<p>Adjourn</p> <p><u>Dr. Fink-Kocken moved to adjourn. Mr. Guiton seconded.</u></p>	Decision	Kelly Spratt

		<u>Motion carried.</u> Adjourned at 1:02 p.m.		
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